These are some of the rules contained in the MLA 9th edition format. Before submitting your article, you must make sure that you follow the MLA format. We suggest you buy the book: *MLA Handbook, 9th ed.*, Modern Language Association of America, 2021 (there is an online and printed version).

**Text Formatting (formato de texto)**

Capitalize the name of a literary period, cultural movement, or school of thought only when it could be confused with a generic term.

Frankfurt school          New Criticism          New German Cinema

Literary genres and forms are generally not capitalized.

ghazal    magical realism    terza rima

If a period is required after a title that ends with a quotation mark, place the period before the quotation mark.

The study appears in *New Perspectives on “The Eve pf St. Agnes”.*

Last night I read Elizabeth Bishop’s poem “In the Waiting Room.”

If the title appears inside quotation marks, the comma should appear inside the quotation marks.

In D.H. Lawrence’s poem “The English Are So Nice!,” its title and example of irony, the narrator constantly qualifies the praise lavished on the poem’s subject.

You must verify in all the text that the period, semicolon, comma, are inside the quotation marks. Use **Ctrl + f**, to search for the following: “,” : ;

Three consecutive periods must be separated: . . . (. . .)

**Styling Titles (estilos en los títulos)**

In your prose, most titles should be *italicized* or enclosed in quotation marks. In general, italicize the titles of long-form works, which are often but not always self-contained and independent of other works (e.g., anthologies, television and streaming series).
Use “quotation marks” for the titles of short-form works (e.g., poems, short histories, songs) and works contained in other works (e.g., an essay in and edited collection, an episode of a television or streaming series).

**DASHES AND PARENTHESES** Guiones y paréntesis (—)

Dashes and Parentheses indicate an interruption in thought. They are used to provide additional information, clarify a word or statement, or set apart other kinds of commentary from the main text.

Para encontrar el guion largo basta con juntar dos guiones cortos o puedes encontrarlo en la parte superior de la barra donde dice “Insert” y luego “Symbol”:

**To prevent misreading**

Use dashes or parentheses to set off a parenthetical element that contains a comma and that might be misread if set off with commas.

The qualities of Corinne’s character—honor, patience, and kindness—are lacking in her fellow countrywoman, the play’s antagonist.

**To introduce an elaboration or an example**

Use a single dash before a phrase like *for example, that is, or namely* when the phrase introduces an elaboration of what was just said.

She argues against limiting her speech to the court to only one style—*for example*, a formal register.

The figure may by its insistence become performative—*that is*, may produce the appearance of newness.

The play’s lead had one thing on her mind—*namely*, making up for lost time.
HYPHENS Guiones cortos (-)

Hypens indicate the relation between words by joining two or more words. They also join prefixes to words.

When to hyphenate compound adjectives before a noun

Adverbs

A compound adjective that begins with an adverb such as better, best, ill, lower, little, or well is hyphenated when it comes before a noun.

ill-prepared student
well-earned applause

The same type of compound is unhyphenated when it appears after the noun it modifies.

The flowers were well arranged.

Number-noun combinations

A compound adjective formed from a number, including an ordinal number, and a noun is hyphenated.

fifteen-day trips
thirteenth-century architecture

When an adjective appears before a compound adjective like thirteenth-century, attach it with a hyphen.

early-thirteenth-century architecture

Hyphens with prefixes (guion corto con prefijos)

The dictionary shows that many words formed with a prefix do not use a hyphen. Here are some examples:

antiwar                  overpay                  semiretired
coworker                postwar                  subculture
multinational           prescheduled            unambiguous
nonjudgmental           reinvigorate            underrepresented
The dictionary often shows when words formed with a prefix require a hyphen. Here are some examples:

**anti**-academic, **non**-biblical, **co**-occurring

**APOSTROPHES**

Apostrophes are used to form some plurals and to indicate possession.

**Singular and plural nouns**

To form the possessive of a singular noun, add an apostrophe and an *s*.

- a poem’s meter

To form the possessive of a plural noun ending in -s, add only an apostrophe.

- firefighters’ trucks

To form the possessive of a noun that ends in -s in both the singular and plural form, add an apostrophe.

- ethics’ contribution to philosophy (la contribución de la ética a la filosofía).

To form the possessive of an irregular plural noun not ending in -s, add an apostrophe and an *s*.

- women’s studies

Use an apostrophe to form the plurals of letter grades

- She got three A’s this semester.

**Plural abbreviations and numbers**

Do not use an apostrophe to form the plural of an abbreviation or a number

- PhDs
- 1960s
- Fours
- TVs
QUOTATION MARKS (comillas)

Quotation marks are used to quote from a source and to style the titles of some works. Quotation marks can be placed around a word or phrase to indicate skepticism, disapproval, or purposeful misuse.

A silver dome concealed the robot’s “brain.”
Many “experts” offer advice on training babies to sleep on a schedule.

Use quotation marks to indicate when you have translated a foreign word or phrase. Place the translation in double quotation marks with parentheses or in single quotation marks without parentheses.

The first idiomatic Spanish expression I learned was *irse todo en humo* ("to go up in smoke").

SLASHES (diagonales)

The slash, or diagonal, is rarely necessary in formal prose, except between two nouns paired as opposites.

Examining fundamental binaries like *good*/*evil*, *East*/*West*, and *aged*/*young*…

ITALICS IN PROSE (versalitas en el texto)

Italics are used in prose to indicate when words and letters are referred to as words and letters and to distinguish words in languages other than English. Italicize words and phrases that are referred to as words:

The word *albatross* probably derives from the Spanish and Portuguese word *alcatraz*. When scholars refer to *open access*, they could be referring to various models of publication.

Foreign Words in an English-Language Text

In general, italicize foreign words used in an English-language text.

The Renaissance courtier was expected to display *sprezzatura*, or nonchalance, in the face of adversity.
There are exceptions to this rule include quotations in another language:

“Julius Caesar said, ‘Venid, vidi, vici’”

Non-English language titles of works like poems, short histories, and articles published within larger works, which are placed in quotation marks and not italicized (“Unidad,” the title of a poem by Pablo Neruda) and proper nouns as the “Kremlin.”

Citing a work listed by title

Despite and apparent decline in reading during the same period, “the number of people doing creative writing—of any genre, not exclusively literary works—increased substantially between 1982 and 2002” (Reading 3).

Work cited


When author and title are not enough

If two or more works by and author have the same title or if works listed by title have the same title, additional information is needed in the citations so that the reference will lead clearly to the works-cited-list entry.

Citation

The dedication is preserved in only three manuscripts (Christine, Livre [Willard and Hicks] 3-4).

Works cited


THE LIST OF WORKS CITED

Common abbreviations in publishers’ names

If the name of an academic press contains the words *University and Press* or a foreign language equivalent, use the abbreviation *UP* or the equivalent in the publisher’s name.
In the source
Oxford University Press
SUNY Press or State University of New York Press

In your entry
Oxford UP
State U of New York P

A self-contained work: a book read in print

Author. + Title of Source. + Publisher, + Publication Date (Use the most recent copyright date).


A self-contained work: a movie watched in a theater

Title of Source. + Contributor, + Publisher, + Publication Date.


To document two or more works by the same author, give the author’s name in the first entry only. Thereafter, in place of the name, type three em dashes (or, if using hyphens).


In the example below, Ignacio M. Sánchez Prado is the editor of the book, not the writer of all the essays, so his name is followed by the label editor.


When a work is published without author’s name, do not list the author as Anonymous. Instead, skip the Author element and begin the entry with the work’s title.


Two authors

When a source has two authors, include them in the order in which they are presented in the work. To include a label such as *editors* or *translators*, add a comma after the second author’s name and add the label.


**Three or more authors**

When a source has three or more authors, reverse the first of the names as described above and follow it with a comma and the abbreviation *et al.* (“and others”). Italicize *et al.*


Alphabetize a name of an organization by the first word and do not reverse the name.


**Translator of a work with a primary author**


**Editor of an edition of a work with a primary author**


**Director of a film**


**Organization responsible for uploading a video to a sharing site**


**E-books**

(The copyright page may include a month and a year for an e-book’s publication date, but in your entry give the year only).

**Journal Articles**


*Digitized version of the print article online:*


**News articles**

*Print news article:*


*Online news article:*


**Music**